April 2010  **THE VILLAGE HALL RIBCHESTER**

**Groups and Individuals hiring the Hall**

## CHILD PROTECTION

The Village Hall Ribchester operates an active Child Protection Policy, in accordance with the rules laid down by the House of Bishops and Child Protection Legislation.

The Parochial Church Council, as owner of the property, is anxious to ensure that all children and young people using the premises are safe. The Parochial Church Council and the Incumbent accept responsibility for Church events but draw your attention to the need for you to ensure that children for whom you are responsible are also safe. The PCC insures against Public Liability, but is not responsible for the actions of hall users.

Please make sure that you –

* Know where the fire exits and fire extinguishers are
* Know where the First Aid equipment is available to you if you do not provide your own
* Report any safety hazard to a hall representative as soon as possible
* Make sure that you have sufficient adults present at all times to supervise children present at your activity
* Make sure that children are not allowed onto the premises before the appropriate adults arrive or are left at the end of your event

The Village Hall Committee wishes it to be clear that the care of children and young people attending your event is your responsibility. Your use of the Hall is conditional upon this. You may wish to take this into account in considering insurance as well as safety.

Please complete the attached form and return it to the address below, before you use the Hall.

TO: Hall Booking Officer

c/o The Rectory

Riverside

Ribchester

Preston PR3 3XS

Name and Address of Organiser (Please Print)

Email:

I understand that the care and safety of children and young people attending events I organise is my responsibility. I have received a copy of this document explaining that this is so, and I accept that the use of the Hall is dependent on this.

Signed................................................................................. Date..............................

Diocesan Guidelines for

Preparing a Model Parish Policy

Revised March 2006